



MINUTES

Approved 3/27/2012

BOARD OF COMMISSIONERS REGULAR MONTHLY MEETING

TUESDAY, FEBRUARY 21, 2012 AT 6:00 P.M.

1. Call to Order By Board President Jim Young at 6 pm
Recognition of Persons Present;
Commissioners – Jim Young; Bill Baertlein; Georgine Beveridge; Carolyn Decker; Bob Olsen
Staff – Michele Bradley; Aaron Palter; Robert Miller; Josh Balmer
Day CPM – Eric Eckfield
Public – John Lewis; Bob Weeks; Alene Allen; Thomas (no other name given)
2. Public Comment – John Lewis thanked the Board for holiday bonuses
3. Consent Agenda

Commissioner Young entertained a motion to accept the consent agenda. Commissioner Beveridge so moved. Commissioner Baertlein seconded. No discussion. Motion passed (5-0).

4. FEMA Alternate Projects Update – Mr. Eric Eckfield gave a brief update on Projects 3.2 Warehouse Business Park, 2.1 Admin. Ms. Bradley and Mr. Eckfield discussed the recommended a full roof tear off and re-roof to Project 2.1 at the Admin Building.

Ms. Bradley added an item for the Board's consideration concerning and IGA presented to the Port by the city of Tillamook. Ms. Bradley gave a brief recap of the joint workshop with the Tillamook City Council and the Port Board

for the audience that did not attend the workshop held just prior to the Board Meeting. Further research is need before Port staff can give the board a recommendation on how to proceed.

5. Discussion and Consideration of Project 2.1 (Bldg. 5/SD9 Administration Building) additional improvements and roof replacement - Ms. Bradley and Mr. Eckfield gave a brief overview of the current roof issues and recommended a full re-roof to the Admin Building. **There was a Consensus from the Board to move forward on a new roof.** Mr. Eckfield will get quotes for the repair and bring to the board next month.
6. Nunc Pro Tunc for Order #11-007 for Notice of Intent to Award a Contract – Ms. Bradley presented the board with a corrected Order #11-007 for approval and to be resigned.
7. Industrial Park Update and General Business:
 - Tillamook Animal Shelter Update – Ms. Bradley gave an update on the filming that took place for the proposed animal shelter.
 - Ms. Bradley presented the Board with the Financial Audit for FY 2009- 2010 and the schedule for the next audit to take place for FY 2010-2011.

Commissioner Young entertained a motion to accept the Audit for FY 2009-2010. Commissioner Baertlein so moved. Commissioner Decker seconded. Commissioner Beveridge abstained. Motion passed (4-0).

- Ms. Bradley gave an overview of the Annual Review of POTB Strategic Business Plan (POTB SBP and Ports 2010 Statewide SBP on file in Port office) answering questions as well. A workshop will need to be scheduled.
 - Ms. Bradley gave a brief overview of the Manager Review forms from the packets. Most of the forms were turned in and would be compiled into a worksheet for the Board’s review at the March 1st special meeting and for further discussion.
 - No Lightwave update due to meeting being held after the regular Port meeting.
8. Discussion and Consideration of Intergovernmental Agreement between the Port of Tillamook Bay and the Oregon Infrastructure Finance Authority (IFA/OBDD) regarding the Statewide Ports Strategic Business Plan and the Port of Tillamook Bay Strategic Business Plan:

- Ms. Bradley reviewed the Statewide Plan and how it works in conjunction with the POTB's SBP and the reason for the IGA and answered questions as she went along.

Commissioner Young entertained a motion to accept the Intergovernmental Agreement between the Port of Tillamook Bay and the Oregon Infrastructure Finance Authority (IFA/OBDD) regarding the Statewide Ports Strategic Business Plan and the Port of Tillamook Bay Strategic Business Plan and to have the Board president sign it. Commissioner Decker so moved. Commissioner Beveridge seconded. Discussion: Commissioner Olsen would like to see an appendix on revenues before and after depreciation. Motion passed (5-0).

9. Railroad Update:

- Ms. Bradley informed the Board that the final details on the OCSR agreement were being handled by Port's legal counsel and was in the final stages. Additional clarifications were addressed by the Port and changes from OCSR are being reviewed.
- Ms. Bradley also updated the Board that there had been no response from the FRA on the pending violation and fine.

10. Airport Update:

- Ms. Bradley gave a brief overview of the FAA-AIP Master Plan update which is still being reviewed by FAA and will have some modifications, and the FAA-AIP Runway 13/31 Rehabilitation Project which has a contractor on board and ready to proceed. The Port has an application in to ODOT for Connect Oregon 4 funds for match on the construction of the project.
- Ms. Bradley also informed the Board of the annual FAA Conference in April, which conflicts with the April Regular Meeting. Ms. Bradley will attend this conference this year and the board meeting will be moved back one week.

11. Leases:

- IP-12-01 Northside Electric – Building 11, Unit G
- RR-12-02 Garibaldi 6th, LLC/Matthew Carlough – 4800 sf encroachment at MP 845.5, Garibaldi

Commissioner Young entertained a motion to accept the leases as presented. Commissioner Beveridge so moved. Commissioner Baertlein seconded. No discussion. Motion passed (5-0).

12. Communications

- Next Special Board Meeting: 03/01/2012, Noon
- Next Regular Board Meeting: 03/20/2012, 6:00 pm, unless the schedule changes due to meeting conflicts; Manager to notify board as soon as decision is made.

13. Commissioner Comments:

- Commissioner Beveridge asked for clarification of a letter from the Auditor that was presented in the packets. Ms. Bradley has spoken to Auditor and received clarification via email which was read to the board.
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14. Executive Session per ORS 192.660 (2) (h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

The Regular meeting was recessed at 8:35 pm. Executive Session began at 8:42 pm and ended at 9:02 pm. Regular meeting was resumed at 9:02 pm.

15. Additional Comments:

- Ms. Bradley also gave a brief update on Near Space Corporation and their recent press release and answered Commissioner questions.

16. Adjournment at 9:15 pm